

CORFE MULLEN PARISH COUNCIL



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There is to be a meeting of the Parish Council at the Village Hall, Towers Way, Corfe Mullen on Tuesday 23 April 2019 at 7.15 p.m.

A handwritten signature in black ink that reads 'K. Blee'.

PLEASE NOTE EARLIER START TIME

Mrs K M Blee
Parish Clerk
16 April 2019

Mrs Katrina M Blee
Parish Clerk
Council Office
Village Hall
Towers Way
Corfe Mullen
Wimborne
Dorset
BH21 3UA

PUBLIC DISCUSSION PERIOD

Members of the public will have an opportunity to raise issues pertaining to this agenda before the meeting starts. Each member of the public will be limited to a 5-minute slot (30 minutes in total).

1. To Record apologies for absence
2. To Record any Declarations of Interest
3. To Approve minutes of the Parish Council meeting held on 26 March 2019
4. To Receive, for information purposes only, the following committee minutes:

Planning	12 th March 2019
Planning	26 th March 2019
Finance & Administration	8 th January 2019
5. To Approve Accounts for Payment
6. To Approve Bank Reconciliation for the month ended 31 March 2019
7. To Consider a grant application from A Sting in the Tale Festival
8. To Receive verbal reports
 - a) Chairman's engagements
 - b) DAPTC Annual Conference
 - c) Beacon Hill Liaison Sub-Committee
9. Items of Information and Matters for Forthcoming Agendas
10. **CONFIDENTIAL ITEM:** Works to verge outside BH Live
11. **CONFIDENTIAL ITEM:** Concreting around grounds staff building
12. To Confirm date and time of next meeting as 14 May 2019 at 7.00 p.m. This will be the Annual Meeting of the new Parish Council.

In addition on Monday 13th May at 7pm there will be a short evening reception for all elected parish councillors to get to know each other.

ITEM 3 MINUTES OF LAST MEETING

Minutes of the FULL COUNCIL held at the Village Hall, Corfe Mullen on Tuesday 26th March 2019 commencing at 7:15pm

Present: Cllr Harrison - Chairman

Cllrs	Alexander	Everett	Jefferies	Perry
	Anderson	A Holland	Mattocks	Stennett
	Dix	P Holland	Parkin	

Officer in attendance: Katrina Blee (Clerk) and Claire Gamble (Assistant Clerk).

PUBLIC DISCUSSION PERIOD

There were two members of public present. One expressed concern regarding some of the recent council expenditure.

Mr David Peden, Chairman of the Allotment Association asked for an update on the likely completion of the new site and requested that a copy of the draft tenancy agreement be emailed to him.

18/394 Apologies for Absence

Apologies for absence were received from Cllrs Honeyman and Waterman.

18/395 Declarations of Interest

Cllr Alexander declared an interest in item 18/401 and 18/402 as he is an employee of the Council's grounds maintenance contractor.

18/396 Minutes of Previous Meeting

The minutes of the Parish Council meeting held on 26th February 2019 were approved.

Nem Con.

18/397 Committee Minutes

Minutes of the following committees were noted:

- | | |
|-----------------------|--------------------------------|
| a) Planning | 12 th February 2019 |
| b) Planning | 26 th February 2019 |
| c) Community Services | 12 th February 2019 |

18/398 Accounts for payment

The following accounts were authorised for payment:

201229	Transfer to NatWest Bank	20000.00
201230	K9 Security - recreation ground security for February	672.00
201231	Sorrels Caterers - Chairman's Reception catering	1080.00
201232	Arco - new boots for groundstaff	164.05
201233	B & Q - materials	212.51
201234	Klevaco Ltd. - air conditioning installation	2640.00
201235	M B Wilkes - aggregates	43.27
201236	Dorset Fire & Security - Fire detection and alarm check	88.80
201237	Rigby Taylor - line marking machine parts	158.06
201238- 201287	Allotment tenants' compensation	5500.00
dd 08.02.19	ICO - annual fee	35.00
dd 21.03.19	S Electric - streetlight energy February	47.05
dd 26.03.19	British Gas - office electricity 11 Feb - 12 Mar	178.40
dd 01.04.19	Dorset Council - office rates	370.50
dd 01.04.19	Dorset Council - cemetery rates	243.45
dd 31.03.19	Vodafone - sim card rental g'staff bldg.	9.84
dd 07.03.19	Dorset Waste Partnership - waste and recycling collections February	145.60
card 06.03.19	Co-op - APM refreshments	6.00
card 07.02.19	Amazon - prime	7.99
Bank transfer	CMVH - water usage for office 24.10.18 to 12.03.19	24.66
	TOTAL	31627.18

VILLAGE HALL ITEMS		
201288	Dawe Roofing - gutter repair	178.80
201236	Dorset Fire & Security - Fire detection and alarm check	88.80
201289	Southern Softflow - water softener salt	55.00
Standing Order	Avalon Software (UK) Ltd. - annual support	30.00
dd 17.03.19	Dual Energy - electricity for February	169.49
dd 14.03.19	Gazprom - gas usage for February	216.64
card 14.03.19	Natural Flooring & Tiles Ltd via Amazon - floor cleaner	64.98
card 14.03.19	Kitchener Flooring Ltd via Amazon - floor polish remover	35.98
	TOTAL	839.69

Nem Con

18/399 Bank Reconciliation

The following bank reconciliation was approved:

Nat West current		14288.67
Scot Widows Business Deposit		500.81
Petty Cash		4.18
Cooperative current	46286.14	
less unrec. payments	14659.36	31626.78
Cooperative dep. a/c		2.84
Coop Charge Card		-946.91
Public Sector Deposit Fund		308651.69
Total		354128.06

Nem Con

18/400 Calendar of Meetings for the forthcoming year.

The Calendar of Meetings was approved in principle as a possible delay in local elections would mean that dates would have to be altered.

Nem Con

18/401 Grass cutting of Towers Way Amenity Area

Once transfer of Towers Way Amenity area to the Parish Council's ownership is completed, it was agreed that the Council's grounds maintenance contractor should be instructed to cut and collect twice at a cost of £127 and then move to cut and leave at a cost of £76 on a fortnightly basis, weather permitting.

Nem Con

Cllr Parkin expressed concern about the condition of some of the grass outside the office and the Clerk advised that works to this area are planned for this season.

18/402 Installation of boulders on the verge outside BH Live

A quote of £2800 plus VAT has been received from the Parish Council's grounds maintenance contractor for the installation of boulders and verge reinstatement on the verge outside BH Live.

BH Live have been notified about the proposal and pleased to support the plan as they have been experiencing parking issues also.

It was agreed that the Clerk should seek a comparative cost from a local Purbeck stone quarry.

Nem Con

The Clerk was also asked to write to Renaissance Dance School to remind them to adhere to the agreed transport strategy for the site.

18/403 Installation of bollards at Towers Way

The cost of supply and installation of rebound type bollards at a cost of £4766 plus VAT was agreed.

Nem Con

18/404 Verbal Reports from County & District Councillors and other organisations

a) *Chairman's engagements: -*

(i) The Chairman's Reception, Annual Parish Meeting and Civic Day have all recently taken place and the Chairman has received positive feedback from some of those who attended.

(ii) Some concern has been expressed about the cost of hosting the Chairman's Reception and members were reminded that the budget for this had been debated and agreed, however the new Chairman would decide whether he or she wished to continue with the reception and/or Civic Day.

b) *The County Councillor reported as follows: -*

DAPTC feels that there has been insufficient engagement with Town and Parish Councils. An amendment has been proposed to the new Council's constitution to ensure better engagement in the future.

c) *District Councillor Paul Harrison reported as follows: -*

(i) Following a recent meeting with a representative from Morebus, he has received reassurance that there are no plans to reduce Corfe Mullen bus services.

(ii) The final Full Council meeting of District Council has taken place.

d) *DAPTC*

The Clerk and Cllr Waterman had attended the DAPTC Annual Conference today and will provide a written report and the next Full Council meeting.

f) *CMSA*

Following a recent meeting, Cllr Harrison provided a brief update for members.

18/405 Items of Information and Matters for Forthcoming Agendas

a) *Early Grant Application - A request has been received from Sting in The Tale to consider an early application for grant funding to assist with an event planned for this summer. This was agreed.*

Nem Con

b) *Appointment of new part-time assistant groundsman - Following interviews a new groundsman has been appointed who will be in post before Easter.*

c) *Small Fires at Recreation Ground – The PCSO has reported that there have been a few instances of small fires being lit at the Recreation Ground.*

- d) *Dog Warden – The Clerk has been advised that due to the existing Warden transferring to another authority there may be some delay in obtaining legal powers to operate and therefore there may be a period after 1st April when there will be no service on Parish Council sites.*
- e) *Asset Transfer to Land at Towers Way – The relevant documents have now been received from the Solicitor and will be signed after the meeting.*
- f) *Allotments – Cllr Parkin asked if the allotment holders wanted individual sheds. A communal shed is being provided initially.*
- g) *Dog Fouling Sign at Rectory Avenue – It was reported that this was very faded, and the information was out of date. The Clerk will report this to the dog warden.*
- h) *Bus Shelter by Corfe View Road – This is still being looked at by the Highways Department and bus company.*
- i) *Roundabout at Lake Gates – Wimborne Show Ground signage has become a distraction to drivers which could compromise safety. The Clerk will report this.*
- j) *Chairman’s Reception Budget – Cllr Harrison advised that he would personally be reimbursing the slight overspend of £31.09.*

18/406 CONFIDENTIAL: Quotation for Councillor training and consultancy

EXCLUSION OF PRESS AND PUBLIC

It was resolved that: by reason of the confidential nature of the business to be transacted the press and public be excluded during consideration of the following item.

The quotation was considered.

Cllr Parkin proposed that a decision should be made by the new Parish Council following elections. This was seconded by Cllr Perry: -

Vote: 9 votes in Favour 3 abstentions

The Clerk reminded all present that training for both existing and new councillors will take place on Saturday 6th July.

Cllr Perry made his apologies at this point and left the meeting.

18/407 CONFIDENTIAL: Quotations for various works at recreation ground

EXCLUSION OF PRESS AND PUBLIC

It was resolved that: by reason of the confidential nature of the business to be transacted the press and public be excluded during consideration of the following item.

- 1) *Three seats for Wheel Park –*

Members agreed with the Clerk’s recommendation of purchasing 3 seats of the type recently used at a cost of £1180.98 plus VAT.

Nem Con

2) *Concrete Pads for the above seats-*

Two quotations were received. However, it was also discussed whether this could be done in house.

Cllr Parkin proposed that the grounds staff be asked to construct the concrete pads, the was seconded by Cllr Jefferies: -

Vote: 8 votes in favour 3 abstentions

3) *Installation of Concrete Pathway around grounds staff building –*

It was agreed that this item should be deferred until a third quote is received from a contact of Cllr Parkin.

Nem Con

4) *Extension of fencing by grounds staff building to replace old cricket practice net fencing –*

Members agreed with the Clerk's recommendation of accepting the quote of £768 from D Trim.

Nem Con

5) *Repairs and painting of the play equipment at the recreation ground –*

Members agreed with the Clerk's recommendation of accepting the quote of £3730 plus VAT from Town & Country Landscapes.

Nem Con

6) *Repair and Redecoration of Chapel Tower –*

Members agreed with the Clerk's recommendation of accepting the quote of £3586 plus VAT from Town & Country Landscapes

Nem Con

18/408 CONFIDENTIAL: Quotations for the triennial tree condition survey

EXCLUSION OF PRESS AND PUBLIC

It was resolved that: by reason of the confidential nature of the business to be transacted the press and public be excluded during consideration of the following item

Cllr Parkin reported that Cllr Perry had recently witnessed employees of Christchurch & East Dorset District Council doing a report on the condition of all the trees within the Parish. It was thought unlikely that another council would pay for condition surveys of other public and private trees, however the Clerk was asked to investigate.

It was agreed that should be above survey not be relevant the quotation of £995 plus VAT should be accepted.

Nem Con

18/409 Date and time of next meeting

The date and time of the next meeting was confirmed as Tuesday 23rd April 2019 at 7.45pm (time subject to change).

Any delays in Parish Council elections will be notified.

The meeting closed at 8.45pm.

ITEM 4 COMMITTEE MINUTES TO NOTE – see separate document

ITEM 5 ACCOUNTS FOR PAYMENT

PARISH COUNCIL ITEMS		
201300	Public Works Loan Board - 6 monthly loan repayment + interest	5141.90
201301	K9 Security - March security at rec.	744.00
201302	ICCM - annual subscription 19-20	95.00
201303	NatWest Autopay - charge for incorrect early submission of deletion	10.00
201304	R Evetts - office window clean	9.00
201305	PHS - 1 box handtowels	19.74
201306	DAPTC - Conference K Blee & Cllr Waterman	140.00
201307	B&Q x 2 - materials	99.18
dd 24.04.19	DWP - waste and recycling collections March	151.80
dd 24.04.19	BT - office quarterly line rentals phone/fax/broadband	464.47
dd 24.04.19	British Gas - office electric	84.09
dd 01.05.19	Dorset Council - office rates	368.00
dd 01.05.19	Dorset Council - cemetery rates	243.00
dd 19.04.19	S Electric - streetlight energy	51.41
dd 08.05.19	Siemens - quarterly copier lease rental	330.00
dd 24.04.19	Dorset Council - emptying & cleaning of gullies on CMPC sites	408.00
dd 22.04.19	UK Fuels - fuel & annual card charge	123.06
card 05.04.19	Tesco mobile - top-up for groundsman	20.00
	TOTAL	8502.65

VILLAGE HALL ITEMS		
201308	ESPO - cleaning items	32.99
201305	PHS - 1 box handtowels	19.74
dd 23.04.19	BT - payphone line rental	59.97
dd 15.04.19	Dual Energy - electricity usage for March	238.35
dd 13.04.19	Gazprom - gas usage March	149.86
	TOTAL	500.91

ITEM 6 BANK RECONCILIATION

Nat West current		26345.33
Scot Widows Business Deposit		500.81
Petty Cash		7.18
Cooperative current	87732.12	
less unrec. Payments	12798.91	
add unrec. Receipts	31.09	74955.30
Cooperative dep. a/c		2.84
Coop Charge Card		-537.53
Public Sector Deposit Fund		228838.96
Total		330112.89

ITEM 7 STING IN THE TALE

At its last meeting the Council agreed to consider an early grant application for The Sting in the Tale. This has now been received and the organisation is requesting £250 towards this year's storytelling performance at St Hubert's Church, featuring a Corfe Mullen storyteller. This covers the full cost of the event.

Sting in the Tale Festival runs events all over the East Dorset area, and to date has received £700 per year from East Dorset District Council which is ending this year. Funding for events in Wimborne have received contributions in the past from district councillor ward budget, and grant applications have been submitted to Wimborne Town Council and Wimborne BID for Wimborne events this coming year. Colehill Parish Council has paid £250 for an event in its Parish.

The organisation's reserves currently stand at £4025.

For decision.

ITEM 8 VERBAL REPORTS - verbal item**ITEM 9 ITEMS OF INFORMATION – verbal item**